



# @vumc.org

is now the primary email address for  
Vanderbilt University Medical Center  
staff members



**RE: @vanderbilt.edu email to be removed on Dec. 15 for staff**

- The migration of email accounts to the Microsoft Office 365 cloud environment is nearly complete
- The last step in the Email Migration Project includes removing @vanderbilt.edu email addresses for VUMC staff members



**! RE: Important to note**

- Faculty members will retain their VU identity/account, @vanderbilt.edu email address, and any settings applied to each account (@vumc.org/@vanderbilt.edu, such as forwarding rules)
- On Dec. 15, all email sent to secondary @vanderbilt.edu email addresses will bounce back to the sender as undeliverable



**RE: Make sure you are ready for @vumc.org**

- Properly display your @vumc.org email address in your email signature, on business cards, and letterhead
- Notify business contacts/vendors/organizations about your @vumc.org email address

Visit [www.vumc.org/it](http://www.vumc.org/it) for more information